

RFP REGISTRATION FORM

RFP PMB-2016-30	Property Management, Maintenance and Resident Services for Federal Low-Income Public Housing Properties under Asset Management Project 44 on the Island of Oahu
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INSTRUCTIONS

Please complete this Registration Form and leave original with the HPHA Contract and Procurement Office. A copy will be made for you. Take the copy with you as it contains important dates, times and information. If this form is downloaded online with the RFP packet, please fax the form to Ms. Tammie Wong, RFP Coordinator, at (808) 832-6039. Read this RFP packet carefully. If you have any questions, please call Ms. Wong at (808) 832-6090.

Pre-Proposal Conference:	Thursday, July 7, 2016, 9:30 a.m. Hawaii Standard Time (HST) at the Kau'iokalani Community Center, 85-658 Farrington Hwy, Waianae, Hawaii 96792.
Proposal Submittal Deadline:	Due not later than 10:00 a.m. HST on Monday, July 25, 2016 at the HPHA Central Files Office, 1002 North School Street, Building D, Honolulu, Hawaii 96817. Electronic mail and facsimile transmissions shall not be accepted.
Notice of Award:	August 2016
Contract Start Date:	August 31, 2016, 12:01 p.m. HST
<div style="text-align: right;">Date: _____</div> <div>Company: _____</div> <div>Address: _____</div> <div>Phone No: _____ Fax No: _____</div> <div>Email: _____</div> <div>Contact Person: _____</div>	

Signature of Person Receiving the RFP Packet

REQUIRED CERTIFICATIONS:

The following must be submitted with the bid offer form:

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| <input checked="" type="checkbox"/> Hawaii Compliance Express Certificate of Vendor Compliance | <input checked="" type="checkbox"/> Corporate Resolution |
| <input checked="" type="checkbox"/> Wage Certificate | |

The following must be submitted prior to execution of contract:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Certificate of Liability Insurance(s) | <input checked="" type="checkbox"/> Valid Tax Clearance Certificate |
| <input type="checkbox"/> Other: _____ | |